

Commercial/Multifamily Building Energy Labeling Working Group

Meetings & Schedule for 2014

August 25, 2014

1. January 23, 2014
 - a. Internal EVT, PSD planning meeting to begin to scope out the project and stakeholders
2. February 18
 - a. Confirm Working Group structure and make-up
 - b. Review current legislation, tools and policies in Vermont and beyond
 - c. Review/update 2014 scope of work
 - d. Plan for tools review meeting
3. March 4
 - a. VHFA meeting focused on Wegowise
 - b. Attendees: VHFA, Cathedral Square Corp., Burlington Housing Authority, Rural Edge, VHCB, Champlain Housing Trust, EVT, Housing Vermont, EFG
 - c. Reviewed experience with Wegowise and potential for wider use by all affordable housing providers in Vermont
 - d. Updated the group on this statewide building labeling effort
4. March 19
 - a. Develop an understanding of current labeling/scoring initiatives and tools; webinar presentations from others outside of Vermont
 - b. Presentations (remotely presented) by:
 - i. IMT
 - ii. NEEP
 - iii. EPA Portfolio Manager
 - iv. WegoWise
 - v. Mass. DOER/NEEP Building Asset Rating
5. April 4
 - a. Review tools presentations from 3/19; what did we learn and where do we want to go?
 - i. Review tool and metrics options
 - ii. Review data flow and tool options
 - b. Confirm steering committee and subcommittee membership (for MF and Commercial Buildings)
 - c. Decision-making process; how do we include stakeholders and who makes final decisions?
 - d. Scope out tasks, schedule and decisions from here to Dec. 15.
6. May 6
 - a. VHFA-sponsored meeting of affordable housing groups
 - b. Focus on Wegowise possible adoption and next-steps
7. May 8
 - a. Review schedule and milestones and decisions along the way to Dec. 15
 - b. Stakeholders
 - i. Proposed structure and membership

- ii. Surveys and blog development
 - c. Label design
 - i. Coordination with residential?
 - ii. Elements to consider for inclusion
 - iii. ENERGY STAR vs. local EUI presentation of results
 - d. Tools
 - i. Building vs. tenant unit calculations and presentation issues
 - ii. Subcommittee needed?
 - e. Data
 - i. Collection, storage, reporting, privacy
 - ii. Discuss options and issues needing decisions and resolutions
- 8. May 31
 - a. Distributed Stakeholder Survey #1 to seek input on:
 - i. General direction
 - ii. Preliminary decisions
 - iii. Building applicability
 - iv. Stakeholder involvement
 - b. 40 recipients
 - i. Affordable housing groups
 - ii. Building owners
 - iii. Governmental agencies
 - iv. Tenant groups
 - c. June 11 deadline
- 9. June 17
 - a. Review and decide on unit vs. building labeling approach
 - b. Review stakeholder survey results, decide on next steps
 - i. Stakeholder meeting?
 - ii. Establish stakeholder blog?
 - iii. Website presence?
 - c. Implementation Issues – initial discussion
 - d. Data Issues - discussion
 - i. Accessing utility energy data
 - ii. Disclosing labeling data (public vs. private issues)
 - iii. Storing labeling results
 - iv. Coordination with Residential efforts
 - e. Tool update
 - i. WegoWise
 - f. DOE FOA 1073 Proposal for VT/NH Funding - update
 - g. Schedule & Next Steps
- 10. July 22
 - a. Building vs. Unit Labeling
 - b. Use-Cases (for which a label would be applicable/used in comm./MF buildings)
 - c. Data disclosure policies
- 11. August 28
 - a. Data and privacy proposal discussion
 - b. Program Implementation discussion
 - i. What does a statewide program look like serving comm./MF buildings?

- ii. How would the utilities coordinate?
 - iii. Who issues labels?
 - iv. Central or individual utility issuance?
 - v. Data warehousing?
 - vi. Who issues and supports building owners, etc.?
 - c. Need for a customer survey for tenants?
 - d. Need for a stakeholder survey #2?
 - i. Label design issues
 - ii. Implementation options
 - iii. Tenant input
 - iv. Seek confirmation on direction and decisions
- 12. September
 - a. Finalize foundational decisions based on surveys and other input
 - b. Governance
 - c. Leadership
 - d. Data management
- 13. October
 - a. Discussions with possible implementation partners, formulate agreements
 - b. Decisions on program components
 - c. Final draft before public review
- 14. October 31
 - a. Final public review opportunity
 - b. Stakeholder group meeting or survey on proposed structure/recommendations
- 15. November
 - a. Write up sections to memorialize decisions
 - b. Draft report due 11/15/14 to Working Group for review
 - c. Review, comments, edits
- 16. December 2014
 - a. Prepare report, review, update sections
 - b. Finalize report for the Legislature for 12/15/14